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DEPARTMENT OF THE NAVY
Office of the Chief of Naval Operations
Washington, DC 20350

OPNAVINST 5450.97D
OP-009D
27 June 1983

OPNAV INSTRUCTION 5450.97D

From: Chief of Naval Operations
To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)
Subj: Director, Naval Investigative Service/Commanding Officer, Naval Investigative Service Headquarters; mission and functions of
Ref: (a) OPNAVNOTE 5450 ser 09B26/313365 of 1 Sep 81 (canc: frp Apr 82) (NOTAL)
Encl: (1) Mission and Functions of the Naval Investigative Service

1. Purpose. To promulgate the functions and tasks to be performed by the Naval Investigative Service (NIS).

2. Cancellation. OPNAV Instruction 5450.97C.

3. Mission and Functions. Enclosure (1) contains the mission, as approved and promulgated by reference (a), and prescribes the functions of the Director, Naval Investigative Service (DIRNIS)/Commanding Officer, Naval Investigative Service Headquarters (CO, NISHQ).

4. Organization and Command Relations. The Naval Investigative Service was activated on 6 February 1966 as a

shore activity and was subsequently placed under the command of the Commander, Naval Intelligence Command. On 1 October 1981, the Naval Investigative Service became a second echelon command under the Chief of Naval Operations. The Director, Naval Investigative Service, commands shore activities as assigned by the Chief of Naval Operations. The Naval Investigative Service is centrally managed and directed from its Headquarters. In the discharge of its various functions, the Naval Investigative Service commands major regional offices, worldwide. The offices are titled Naval Investigative Service Regional Offices. Each Naval Investigative Service Regional Office commands an infrastructure of operating components known as Naval Investigative Service Resident Agencies. Dependent on the geographical and operational demands of the component, Naval Investigative Service Resident Agencies may have sub-components assigned and referred to as Naval Investigative Service Resident units; such components are typically located aboard smaller Navy and Marine Corps installations as well as aboard major fleet combatants.

5. Action. The Director, Naval Investigative Service, shall perform the functions prescribed in enclosure (1) and advise the Chief of Naval Operations when changes to this instruction are considered necessary.

JOHN L. BUTTS
Director of Naval Intelligence

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MISSION AND FUNCTIONS OF THE
NAVAL INVESTIGATIVE SERVICE

Mission: To maintain, command, and operate a world-wide organization to fulfill the investigative and counterintelligence responsibilities of the Department of the Navy (less those combat related counterintelligence activities under the functional responsibility of the Marine Corps); to provide the necessary headquarters staff and operational support to assist in the execution of the mission of the Naval Investigative Service; and to perform such other functions and tasks as directed by higher authority.

Functions:

1. Commands and directs all operations of the Naval Investigative Service in the execution and fulfillment of its assigned mission; effects necessary related planning to ensure that the financial, manpower and support requirements of the Service are met.
2. Ensures availability of adequate resources through programming and allocation of funds to meet current and outyear requirements.
3. Directs the recruitment, qualification, training, career development, management, and advancement of authorized civilian personnel.
4. Conducts authorized counterintelligence investigations, operations and collection; performs research and analysis; and produces counterintelligence reporting in the form of reports of investigation, operations reports, intelligence information reports, vulnerability surveys, threat assessments and studies. (R)
5. Supports the Deputy Director of Naval Intelligence (Security) in his role as the program manager for all law enforcement and physical security matters within the Navy (excludes the Marine Corps). Specifically included are development of law enforcement, counterintelligence and physical security policy for formulation and promulgation by the DNI, training development, oversight and setting of selection and utilization criteria for personnel assigned to law enforcement and physical security duties within the Navy. (A)
6. Manages a uniform crime reporting and analysis system for the Department of the Navy (less the Marine Corps). (A)
7. Serves as advisor to the Naval Military Personnel Command (NMPC) relative to the Master at Arms rating. (A)

Enclosure (1)

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8. Acts as the Department of the Navy central repository for criminal, counterintelligence and security files.
- R) 9. Serves as advisor to and representative of the Chief of Naval Operations for matters pertaining to criminal investigations, counterintelligence, internal security, law enforcement and physical security within the Department of the Navy.
- R) 10. Staffs actions and responses for promulgation of law enforcement, investigative, physical security and counterintelligence information.
11. Immediately informs appropriate Navy, Marine Corps and, where appropriate, OSD officials regarding significant security incidents or criminal violations relative to the Department of the Navy.
12. Implements policies of the Defense Investigative Program within the Department of the Navy, and ensures NAVINVSEV compliance with policies promulgated by SECNAVINST 3820.2D.
13. Directs the command inspection program and monitors oversight of command activities in accordance with appropriate directives.
- R) 14. Maintains liaison with those elements of DOD and other U.S. and foreign agencies having responsibilities in the areas of law enforcement, criminal investigations, physical security and counterintelligence.
15. Maintains liaison with the Navy Judge Advocate General to obtain interpretation of court rulings and other legal developments, and with DOD and OPNAV elements relative to pending legislation and directives which impact on law enforcement, criminal investigations, physical security and counterintelligence.
- R) 16. Develops NAVINVSEV procedures for and ensures compliance with the provisions of the Freedom of Information and Privacy Acts.
17. Operates and maintains direct communications links to the National Crime Information Center, the National Law Enforcement Telecommunications System and the International Criminal Police Organization (Interpol).
- A) 18. Serves as advisor to and representative of the Chief of Naval Operations on technical surveillance countermeasures (TSCM) and manages the Department of Navy TSCM Program.